

Date:

Participating Members:

Assessment Context:

### C-Store, Integrate, and Access Data

#### 4-Data Access

## C.4.c – Access Security

**Element**

**Description**

Management of access to asset and project data to ensure data security and the proper flow of information.

Benchmark Level 0	Benchmark Level 1	Benchmark Level 2	Benchmark Level 3	Benchmark Level 4
Available digital data is not access-restricted.	Access is managed on an ad-hoc basis, with no designated responsibilities or accountability.	Roles and accountabilities for granting access have been established, but without clear policies or guidance.	Access is managed based on established roles and documented policies and protocols.	Access is managed using role-based authentication within business systems. Single sign on is used to minimize separate logins and centralize management of credentials.
Current: <input type="checkbox"/> Desired: <input type="checkbox"/>	Current: <input type="checkbox"/> Desired: <input type="checkbox"/>	Current: <input type="checkbox"/> Desired: <input type="checkbox"/>	Current: <input type="checkbox"/> Desired: <input type="checkbox"/>	Current: <input type="checkbox"/> Desired: <input type="checkbox"/>
<input type="checkbox"/> Audit access controls in place for key asset data, systems, and tools. Identify system improvements.	<input type="checkbox"/> Document general processes and procedures for authorizing access to key asset data, systems, and tools.	<input type="checkbox"/> Document clear procedures and associated responsibilities for authorizing access to asset data, systems, and tools.	<input type="checkbox"/> Develop an access request / management system to support efficient processing and tracking of access requests.	
<input type="checkbox"/> Conduct a risk assessment to prioritize implementation of access controls.	<input type="checkbox"/> Identify typical system roles and users. Document general roles and responsibilities for authorizing access.	<input type="checkbox"/> Designate and train individuals who will be responsible for managing access.	<input type="checkbox"/> Provide single sign on functionality for asset related data, systems, and tools.	
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	

**Assessment Notes:**

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**Improvement Notes:**

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